

NEIGHBORHOOD DEVELOPMENT FUND

Not-for-Profit Request

DATE: 2/6/06

TO: Appropriations Committee

FROM: Council Member Rick Blackwell

RE: Request for Neighborhood Development Fund to be considered by the Appropriations Committee.

I have reviewed the attached Proposal in the amount of \$ 3978.00 through the Center for Accessible Living, Inc. for Access modification/renov building and have found it complete and within our guidelines. I/We have read the organization's statement of public purpose to be furthered by the funds requested and I/We agree that the public purpose is legitimate. I/We have also completed the disclosure section below.

Please add this Grant Proposal Agreement to the agenda of the next Appropriations Committee Meeting.

Rick Blackwell
Signature of Council Member

Signature of Council Member

Signature of Council Member

Signature of Council Member

Signature of Council Member

Signature of Council Member

Signature of Council Member

Signature of Council Member

DISCLOSURE

List below any relation you have with the organization requesting the grant (your, your family, your legislative assistant or any city employee to this organization and to any member of the organization's board of directors or their employees.)

Approved by:

Appropriations Committee Chairman

Date

OFFICE OF METRO COUNCIL CLERK
RECEIVED
DATE 2/7/06 TIME: 4:13 PM



SECTION ONE:
DESCRIPTION OF APPLICANT AGENCY/ORGANIZATION

IDENTIFYING INFORMATION

- I. **Official Name of Agency/Organization (Agency) as listed with the Kentucky Secretary of State:**
Center for Accessible Living, Inc.
- II. **Organization number as listed with the Kentucky Secretary of State:** **0153091**
- III. **List any "working" or "does business as" names for organization:**

- IV. **Address of main office: (street and zip + 4)**
305 W Broadway
Suite 200
Louisville, KY 40202-2129
- V. **P. O. / mailing address if different:** _____ **(zip + 4)** _____
- VI. **Phone # (502) 589-6620** **Fax# (502) 589-3980**
- VII. **E-Mail** **info@calky.org**
- VIII. **Agency's Legal Signatory/Title**
Name **Jan E. Day**
Title **Chief Executive Officer**
- IX. **Contact person responsible for application:**
A. **Name:** **Lisa L. Reynolds**
B. **Phone # (502) 589-6620** **Fax# (502) 589-3980**
C. **E-Mail** **lreynolds@calky.org**

DESCRIPTION OF AGENCY

- I. **Describe your Agency's vision, mission and services:**
The Center for Accessible Living is a disability resource center dedicated to meeting the challenges of independent living for individuals with disabilities. Programs include Rampbuilders, Housing Assistance, Personal Care Attendant, Employment Services, Independent Living Skills Training, Interpreting, Benefits Plus, Counseling, and Information & Referral.

- II. Total number of Board members **18**
- III. Number of Board meetings held to date in current fiscal year **3**
- IV. Average attendance at Board meetings **14**

FACILITIES

- I. List location(s) and terms (owned, rented, leased, or donated).
 - A. **305 W Broadway, Suite 200, Louisville, KY 40202** **Leased**
 - B. **1051 N 16th St, Suite C, Murray, KY 42071** **Leased**
 - C. _____
 - D. _____
- II. Are all facilities handicapped accessible? Yes **X** No _____
- III. If no, please explain:

FINANCIAL INFORMATION

- I. Agency's fiscal year from (month) **October** to (month) **September**
- II. Does your Agency anticipate a significant increase or decrease in your budget from the current fiscal year to the budget projected for next fiscal year? No **X** Yes _____
- III. If yes, please explain.

- IV. For the **current fiscal year**, list funds received from Louisville Metro Government, including funds from any department, office, etc. in either the former City of Louisville or Jefferson County.

\$ **211,585.83** Source:

Louisville Metro Department of Housing & Community Development

\$ _____ Source:

\$ _____ Source:

\$ _____ Source:

- V. Provide one copy only of each of the following, as appropriate (4 points):
- A. Articles of Incorporation.
 - B. Approved budget or executive summary for your Agency's current fiscal year.
 - C. Proof of IRS 501(C) (3) status, or application for this IRS status, if applicable.
 - D. Staffing structure for entire Agency, including organizational chart.
 - E. Board member list; specify chair, vice-chair, secretary, and treasurer.
 - F. If your Agency is an employer required to have a written Affirmative Action/Equal Employment Opportunity policy: copy of policy.
 - G. If rent/occupancy costs are being requested: copy of the signed lease.
 - H. If program participants have the opportunity to evaluate the services received: one copy each of any forms used.

- VI. List below any relationship any members of your Board of Directors or employees have with any Metro Council Member, Council Member's family, Council Member's staff, or any Louisville Metro Government employee.

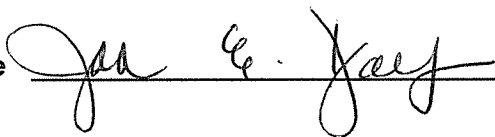
None

- VII. I certify under the penalty of law that the information in this application is accurate to the best of my knowledge. I am aware that my Agency will not be eligible for funding if investigation at any time shows falsification. If falsification is shown after funding has been approved, any allocations already received and expended are subject to be repaid. I further certify that I am authorized to sign this application for the Agency.

Name of Legal Signatory: (type or print) Jan E. Day

Title: Chief Executive Officer

Signature



Date 11/12/05

**LOUISVILLE METRO COUNCIL
APPLICATION FORM FOR
NEIGHBORHOOD DEVELOPMENT FUNDS
(2005-2006)**

Proposed Activity/Need: Home access modification/construction for Louisville residents with permanent mobility impairments.

Name of Applicant Agency: Center for Accessible Living, Inc.

AMOUNT OF FUNDING REQUESTED \$3,978.00

I. Contact Person responsible for the Activity described in this proposal:

A. Name Lisa L. Reynolds

B. Title Rampbuilders Program Manager

C. Phone # (502) 589-6620 **Fax # (502)** 589-3980

D. E-mail lreynolds@calky.org

2. If funded, this activity will further which of the major goals of Louisville Metro listed below.

☐ Bringing Us Together

☒ Keeping Us Safe

☐ Promoting Education and Growing Jobs

☒ Enhancing Neighborhoods and Protecting Our "Louisville" Quality of Life

3. If funded, this activity will strengthen (check one):

- ☐ Youth (teenagers, ages 13-19)
- ☒ Human Services (Citizens with barriers to meeting basic human needs)
- ☐ Arts/cultural
- ☐ Neighborhoods
- ☐ Business Associations
- ☐ Parks
- ☐ Community Activities and Events
- ☐ **Other: if you do not believe your proposal fits any of the above, please describe the nature of your request:**

4. If approved, Louisville Metro Funds will be used for (check one)

- ☐ Operating Funds (cannot exceed 33% of agency's total budget)
- ☒ Programming/services/events for direct benefit to community or qualified individuals
- ☐ Capital equipment (small operating equipment which may be used to benefit the individuals or community being served. (No building or renovations)

5. PROPOSAL DESCRIPTION: Describe how you are going to further one of the four major goals of Louisville Metro Government by this proposal. (See #2)

Construction of access ramps, stair railings, and grab bars allow individuals with mobility impairments to safely enter, exit, and maneuver within their homes, providing independence and opportunities for education, employment, and recreation. These modifications provides a very basic level of freedom so that persons with disabilities can make their own choices.

6. Describe the activity being proposed to address the goal.

A ramp will be constructed at an address within District 12.

7. Describe how the funding is to be used. BE SPECIFIC.

Our contractor has provided an estimate for construction of a ramp at a residence in District 12 of \$3,978.00. All funds will be applied directly to ramp construction.

8. Describe the results/goals for this proposal. How will you know it is successful?

Access Modifications will be constructed. All modifications are assessed by Center staff approximately one month after completion. Any problems observed by the staff member or reported by the consumer are reported to the contractor, who makes every effort to address any difficulties or construction errors. Upon assessment and confirmation of satisfaction with any repairs or modifications requested, construction is deemed successful.

EXPECTATIONS/REQUIREMENTS INCLUDE BUT ARE NOT LIMITED TO:

- a. Participate in post-award training.
- b. Make all program and financial records available to any monitors from Louisville Metro to assure compliance with the approved funding.
- c. Failure to provide the services, programs or projects included in the agreement will result in funds being withheld, or in requirement for reimbursing Louisville Metro.
- d. Return to Louisville Metro of any unexpended funds by July 31, 2006.
- e. Documentation of all expenditures (canceled checks, receipts, paid invoices)

COMPLETE PAGE 3 -BUDGET SUMMARY STATEMENT FOR THIS PROJECT.

STAFF ONLY:

_____ Description of Applicant Agency/Organization Complete

_____ All documentation is attached: 501(c)3 status, Articles of Incorporation, Secretary of State status, EIN (Employer Identification Number)

PROJECT/PROGRAM BUDGET SUMMARY STATEMENT

AGENCY NAME: Center for Accessible Living, Inc.

Project/Program Name: Rampbuilders Program - District 12

This Project/Program Proposal is # 1 of 1



REVENUES ANTICIPATED	2005-2006	%
	Round to the nearest \$100	of Total Revenue
Louisville Metro Government Requested of Metro Agency: Metro Council	\$ 4,000.00	100%
State of Kentucky		
Federal Government (Including Federal Pass-thru to State)		
United Way		
Fees for Services		
Private Contributions		
Interest Income		
Other Sources (Please specify)		
TOTAL REVENUES	\$ 4,000.00	100%

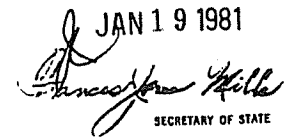
OPERATING EXPENSES		
Personnel (including all fringes)		
Operating (Contractual and Supplies)	\$ 4,000.00	100%
Capital Equipment (Small Operating Equipment)		
TOTAL EXPENDITURES	\$ 4,000.00	100%

Value of in-kind assets, such as donated space, supplies, use of equipment, etc.	\$
Value of volunteer services and how computed:	\$

ARTICLES OF INCORPORATION

ORIGINAL COPY FILED
SECRETARY OF STATE OF KENTUCKY
FRANKFORT, KENTUCKY

CENTER FOR ACCESSIBLE LIVING, INC.

JAN 19 1981

SECRETARY OF STATE

Article I

The name of the Corporation is Center for Accessible Living, Inc.

Article II

The initial registered office of the Corporation is located at 214 West Market Street, Jefferson County, Louisville, Kentucky. The name and address of the initial registered agent is Eileen Ordovery, 214 West Market Street, Louisville, Kentucky 40202.

Article III

The purposes for which the Corporation is organized are as follows:

1. To conduct activities, not for profit, but exclusively for charitable, educational, scientific, and literary purposes, including, for such purposes, the making of distributions to organizations that qualify as exempt organizations under Section 501 (c)(3) of the Internal Revenue Service Code of 1954 (or the corresponding provision of any future United States Internal Revenue Law).

2. To have all powers set forth in K.R.S. 273.171 and all other powers reasonably necessary to accomplish the purposes of the Corporation.

Article IV

1. No part of the net earnings of the Corporation shall inure to the benefit of, or shall be distributed to its members, officers, incorporators or any private persons, except that the corporation shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in Article III. The Corporation shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of any candidate for public office.

2. Notwithstanding any other provision of these Articles, the Corporation shall not carry on any other activities not permitted to be carried on (a) by a corporation exempt from Federal income tax under Section 501 (c)(3) of the IRS Code of 1954 (or the corresponding provision of any future United States Internal Revenue law) or (b) by a corporation, contributions to which are deductible under Section 170(c)(2) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue law).

Article V

1. Upon dissolution of the corporation, the Board of Directors shall, after paying or making provision for the payment of all the liabilities of the

Corporation, dispose of all the assets of the Corporation exclusively for the purposes of the Corporation in such manner, or to such organization or organizations organized and operated exclusively for charitable, educational, scientific or literary purposes as shall at the time qualify as an exempt organization or organizations under Section 501(c)(3) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue Law) as the Board of Directors shall determine. Any assets not so disposed of shall be disposed of as provided at that time by Kentucky law.

Article VI

The Corporation may adopt by a vote of the Board of Directors by-laws not inconsistent with the provisions of these Articles.

Article VII

The initial Board of Directors shall consist of eight (8) members and shall serve until their successors have been elected and take office. The names and addresses of the initial Board of Directors are as follows:

Sara Pratt
130 N. Birchwood Avenue
Louisville, KY 40206

Katherine F. Irvin
8600 LaGrange Road
Lyndon, KY 40222

Rev. Carl Enoch
128 N. Birchwood Avenue
Louisville, KY 40206

Johnette Cotton
639 Cecil Avenue
Louisville, KY 40211

Sue Enoch
128 N. Birchwood Avenue
Louisville, KY 40206

Fred Gissoni
310 Pleasantview Avenue
Louisville, KY 40206

M. Lynn Osterholt
9229 Marlboro Circle
Louisville, KY 40222

Janet Upton
3143 Doreen Way
Louisville, KY 40220

Article VII

1. The duration of the Corporation shall be perpetual.

Article IX

The names and addresses of the incorporators are as follows:

Katherine F. Irvin
8600 LaGrange Road
Lyndon, KY 40222

In witness hereof, I have hereto subscribed my name this 13 day of
January, 1981.

Katherine F. Irvin
Incorporator

Subscribed and sworn before me this 13th day of January, 1981.
My commission expires April 18, 1981.

Sara L. Pratt
Notary Public

I hereby certify that the above
articles were prepared by:

Sara L. Pratt
Sara L. Pratt
Attorney at Law
130 N. Birchwood Avenue
Louisville, KY 40206

Commonwealth of Kentucky

OFFICE OF
SECRETARY OF STATE

FRANCES JONES MILLS
Secretary



FRANKFORT,
KENTUCKY

CERTIFICATE OF INCORPORATION OF NON-STOCK, NON-PROFIT CORPORATION

I, FRANCES JONES MILLS, Secretary of State of the Commonwealth of Kentucky certify that there has been delivered to my office articles of incorporation of

CENTER FOR ACCESSIBLE LIVING, INC.

The name and address of the registered agent of this corporation is

EILEEN ORDOVER

NAME

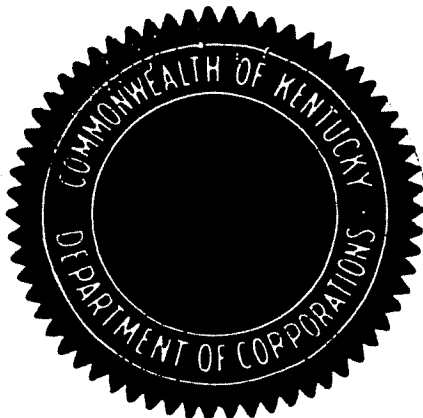
214 WEST MARKET STREET

STREET ADDRESS

LOUISVILLE, KENTUCKY

CITY, STATE

NOW, THEREFORE, finding that these articles of incorporation conform to law and that all fees therefore having been paid as prescribed by law, I, FRANCES JONES MILLS, Secretary of State, issue this Certificate of Incorporation.



SECRETARY OF STATE

Issued this 19TH day of JANUARY, 1981,
at Frankfort, Kentucky.

SECRETARY OF STATE

ASSISTANT SECRETARY OF STATE

Commonwealth of Kentucky

OFFICE OF
SECRETARY OF STATE

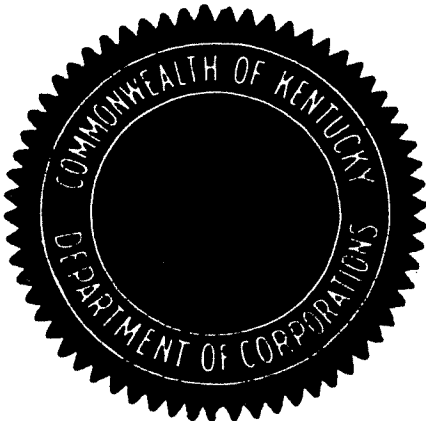
DREXELL R. DAVIS
Secretary



FRANKFORT,
KENTUCKY

CORPORATION PROCESS AGENT CERTIFICATE

Statement of corporation required by Kentucky Statutes, designating Jewell Bourland
835 W. Jefferson St., Ste. 105, Louisville, Ky. *as an agent*
upon whom process may be served for the
CENTER FOR ACCESSIBLE LIVING, INC. *a*
domestic Corporation (a Corporation of KENTUCKY),
~~foreign~~
has been received and filed in this office and said Corporation is now authorized to
transact business in this State, subject to the restrictions imposed by law.



SECRETARY OF STATE

Witness my official signature and seal of office this 26th.
day of JUNE, 19 84, *at* Frankfort, Kentucky.

Drexell R. Davis

SECRETARY OF STATE

ASSISTANT SECRETARY OF STATE

Internal Revenue Service

Department of the Treasury

**P. O. Box 2508
Cincinnati, OH 45201**

Date: February 26, 2003

Person to Contact:

Ms. Benson #31-07273

Contact Representative

Toll Free Telephone Number:

8:00 a.m. to 6:30 p.m. EST

877-829-5500

Fax Number:

513-263-3756

Federal Identification Number:

31-1012847

Center For Accessible Living, Inc.
981 S. 3RD St. – Ste. 102
Louisville, KY 40203-2261

Dear Madam:

This letter is in response to your telephone request regarding your organization's tax exempt status.

Our records indicate that a determination letter issued in August 1981, granted your organization exemption from federal income tax under section 501(c)(3) of the Internal Revenue Code. That letter is still in effect.

Based on information subsequently submitted, we classified your organization as one that is not a private foundation within the meaning of section 509(a) of the Code because it is an organization described in sections 509(a)(1) and 170(b)(1)(A)(vi).

This classification was based on the assumption that your organization's operations would continue as stated in the application. If your organization's sources of support, or its character, method of operations, or purposes have changed, please let us know so we can consider the effect of the change on the exempt status and foundation status of your organization.

Your organization is required to file Form 990, Return of Organization Exempt from Income Tax, only if its gross receipts each year are normally more than \$25,000. If a return is required, it must be filed by the 15th day of the fifth month after the end of the organization's annual accounting period. The law imposes a penalty of \$20 a day, up to a maximum of \$10,000, when a return is filed late, unless there is reasonable cause for the delay.

All exempt organizations (unless specifically excluded) are liable for taxes under the Federal Insurance Contributions Act (social security taxes) on remuneration of \$100 or more paid to each employee during a calendar year. Your organization is not liable for the tax imposed under the Federal Unemployment Tax Act (FUTA).

Organizations that are not private foundations are not subject to the excise taxes under Chapter 42 of the Code. However, these organizations are not automatically exempt from other federal excise taxes.

Donors may deduct contributions to your organization as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to your organization or for its use are deductible for federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

Internal Revenue Service
District Director

NOV 29 1982

Department of the Treasury

Date: 24 NOV 1982

Our Letter Dated:

August 12, 1981

Person to Contact:

Cynthia Grant

Contact Telephone Number:

513-684-3578

Center for Accessible Living, Inc.
835 West Jefferson Street, Suite 105
Louisville, KY 40202

CIN: EO: '83 0 3 7 1

This modifies our letter of the above date in which we stated that you would be treated as an organization which is not a private foundation until the expiration of your advance ruling period.

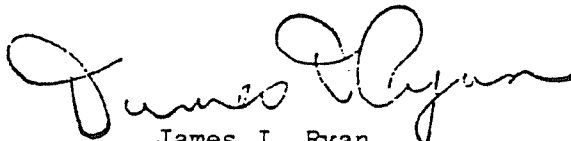
Based on the information you submitted, we have determined that you are not a private foundation within the meaning of section 509(a) of the Internal Revenue Code, because you are an organization of the type described in section 509(a)(1) and*. Your exempt status under section 501(c)(3) of the code is still in effect.

Grantors and contributors may rely on this determination until the Internal Revenue Service publishes notice to the contrary. However, a grantor or a contributor may not rely on this determination if he or she was in part responsible for, or was aware of, the act or failure to act that resulted in your loss of section 509(a)(1) and* status, or acquired knowledge that the Internal Revenue Service had given notice that you would be removed from classification as a section 509(a)(1) and* organization.

Because this letter could help resolve any questions about your private foundation status, please keep it in your permanent records.

If you have any questions, please contact the person whose name and telephone number are shown above.

Sincerely yours,



James J. Ryan
District Director

*170(b)(1)(A)(vi)

P.O. Box 2508, Cincinnati, Ohio 45201

Letter 1050 (DO) (7-77)

CENTER FOR ACCESSIBLE LIVING FISCAL YEAR 2006 ANNUAL AGENCY BUDGET											
CATEGORY	RSA	PCAP	GEN/SILC	PWI	INT	SSA	DBTAC	One Stop/RC	Metro Ramps	TOTAL	
	01	02-00	04	06/07	09	11	14	16	17	BUDGET	
GRANT REVENUE	647,241.00	2,040,018.00	77,000.00	60,000.00	240,000.00	274,630.00	30,000.00	71,300.00	550,000.00	3,990,189.00	
WAGES	333,341.00	171,916.00	-	40,710.00	50,600.00	158,752.00	13,730.00	37,635.00	72,374.00	879,058.00	
FRINGE BENEFITS											
FICA	20,667.00	10,659.00	-	2,524.00	2,895.00	9,843.00	851.00	2,334.00	4,487.00	54,260.00	
Med FICA	4,833.00	2,492.00	-	590.00	677.00	2,302.00	199.00	546.00	1,049.00	12,688.00	
Health Insurance	72,209.00	39,626.00	-	11,000.00	9,264.00	48,326.00	-	3,808.00	15,336.00	199,569.00	
Dental Insurance	2,382.00	1,295.00	-	420.00	720.00	1,359.00	-	121.00	576.00	6,873.00	
Life Insurance	517.00	243.00	-	70.00	79.00	403.00	-	24.00	124.00	1,460.00	
Unemployment Ins	3,259.00	1,718.00	-	160.00	784.00	1,261.00	100.00	144.00	724.00	8,150.00	
Worker's Comp	3,683.00	2,069.00	-	318.00	523.00	1,790.00	120.00	163.00	940.00	9,606.00	
TOTAL FRINGE	107,550.00	58,102.00	-	15,082.00	14,942.00	65,284.00	1,270.00	7,140.00	23,236.00	292,606.00	
TRAVEL	9,500.00	3,160.00	3,500.00	800.00	1,000.00	800.00	3,000.00	2,900.00	-	24,660.00	
EQUIPMENT	10,500.00	-	-	-	2,500.00	-	-	-	800.00	13,800.00	
SUPPLIES											
Supplies	9,000.00	3,980.00	5,000.00	400.00	650.00	360.00	500.00	2,020.00	1,800.00	23,710.00	
Subscriptions	1,500.00	-	-	-	-	-	-	-	-	1,500.00	
TOTAL SUPPLIES	10,500.00	3,980.00	5,000.00	400.00	650.00	360.00	500.00	2,020.00	1,800.00	25,210.00	
OTHER											
Membership Dues	1,500.00	-	-	500.00	350.00	-	-	-	-	2,350.00	
Subsidy Fees	-	1,754,896.00	-	-	-	-	-	-	-	1,754,896.00	
Ramp Construction	-	-	25,000.00	-	-	-	-	-	440,000.00	465,000.00	
Attendant services	-	-	21,000.00	-	-	-	-	-	-	21,000.00	
Office Rent - Louisville	87,000.00	11,000.00	-	-	16,000.00	1,800.00	-	1,553.00	3,000.00	120,353.00	
Office Utilities - Louisville	7,000.00	1,000.00	-	-	1,000.00	200.00	-	170.00	600.00	9,970.00	
Office Rent - Murray	20,160.00	840.00	-	-	-	-	-	-	-	21,000.00	
Office Utilities - Murray	3,000.00	-	-	-	-	-	-	-	-	3,000.00	
Office Cleaning - Murray	1,410.00	-	-	-	-	-	-	-	-	1,410.00	
Telephone	6,500.00	6,720.00	-	350.00	2,500.00	9,900.00	500.00	240.00	1,200.00	27,910.00	
Postage	4,300.00	3,180.00	500.00	150.00	650.00	666.00	500.00	443.00	774.00	11,163.00	
Printing	1,500.00	870.00	-	100.00	100.00	248.00	300.00	225.00	500.00	3,843.00	
Training	3,000.00	1,680.00	2,000.00	-	1,000.00	2,200.00	5,000.00	14,100.00	-	28,980.00	
Local Travel (Mileage)	-	9,576.00	-	270.00	2,000.00	23,520.00	700.00	924.00	1,456.00	38,446.00	
Audit	1,200.00	4,650.00	-	200.00	500.00	1,000.00	-	100.00	700.00	8,350.00	
Interpreter Services	5,000.00	-	-	855.00	125,000.00	5,280.00	500.00	2,000.00	960.00	139,595.00	
Support Services	-	-	11,000.00	-	-	-	-	-	-	11,000.00	
Professional Services	10,500.00	875.00	500.00	150.00	100.00	900.00	4,000.00	-	-	17,025.00	
Copier Maint	2,400.00	645.00	-	50.00	50.00	100.00	-	-	-	3,245.00	
Telephone & Fax Maint	5,000.00	645.00	-	50.00	200.00	100.00	-	-	-	5,995.00	
Computer Maint	12,500.00	3,318.00	-	250.00	1,500.00	1,600.00	-	780.00	800.00	20,748.00	
Liability Insurance	1,900.00	2,170.00	-	83.00	550.00	1,600.00	-	300.00	1,500.00	8,103.00	
Director's Insurance	498.00	498.00	-	-	120.00	320.00	-	-	300.00	1,736.00	
Bank Charges	1,482.00	-	8,000.00	-	5,000.00	-	-	-	-	14,482.00	
Miscellaneous	-	297.00	500.00	-	100.00	-	-	-	-	897.00	
TOTAL OTHER	175,850.00	1,802,860.00	68,500.00	3,008.00	156,720.00	49,434.00	11,500.00	20,835.00	451,790.00	2,740,497.00	
TOTAL EXPENSES	647,241.00	2,040,018.00	77,000.00	60,000.00	226,412.00	274,630.00	30,000.00	70,530.00	550,000.00	3,975,831.00	
NET REVENUE	-	-	-	-	13,588.00	-	-	770.00	-	14,358.00	

**Center for Accessible Living
Board of Director's Meeting Minutes**

Date: September 26, 2005

Present: Barbara Brown, C. A. Durbin, Olivia Frederick, Keith Frost, Linda Givens, Cass Irvin, Annette Owens, Carolyn Rice, Janet Upton, Mary Jane Williams; Ruby Fenton-Iler, Attorney; Jan Day, Michael Markiewicz and Beverly Alford (Staff)

Absent: Barbara Henchey, Tom Stokes and Bob Stuckey

Presiding: Keith Frost

Keith called the meeting to order and introduced Ruby Fenton-Iler, the center's attorney. She distributed a report on a meeting called by the Executive Committee to discuss personnel issues. She reported that she met with Jan, Michael and Beverly on September 1 to review the issues and to assist with resolution of the issues. She addressed each issue in the report during the meeting and reported that steps have been taken to resolve the issues. She agreed to come to the next meeting to continue the discussion on these issues. Olivia made a motion to review the report from Ruby. Cass seconded the motion. Motion carried.

Approval of Minutes

Olivia made a motion to approve the minutes from the July 2005 meeting as received. Cass seconded the motion. Motion carried.

Approval of Budget

Michael reported that the budget is similar to last years. The Real Choice grant has ended, but a grant to provide technical assistance to the One Stop Centers has been received. Five of the six Personal Care Attendant Programs received increases in subsidy funds. The Interpreter Program is running in the black. The Benefits Plus Assistance and Outreach grant is on an 11 month cycle due to the upcoming bid process for another 5-year grant. The Rampbuilders grant has increased and there is talk of the Center receiving a separate Louisville Metro government grant for home modifications. Word should be received this week about the employment grant that was submitted on a national level. Michael does not recommend a Cost of Living Adjustment (COLA) this year, but perhaps a one time "bonus" in December. The health insurance premium only increased by 1%. Keith made a motion that the budget be approved. Cass seconded. Motion carried.

Advocacy Committee Report

Mary Jane reported that the committee met on September 20 and that they heard from David on the Medicaid Buy-In, the Home and Community Based Waiver and Supported Living. Cass mentioned a Disability Discount Card and said legislators could redo the current statute for a Senior Discount Card to include people with disabilities.

Mary Jane said the committee discussed using flyers to promote the awareness of parking illegally in an accessible spot. Mary Jane said there will be a follow up on the accessibility of polls that she worked on earlier this year.

The Breaking Barrier Awards will be held on October 27 at 6:00 p.m. at Wyatt Hall on the Bellarmine campus.

Nominating Committee Report

Mary Jane reported that this committee met last week and letters are going out to 6 candidates.

Management Committee Report

Keith reported that this year's budget was better than last year's due to no deficit. The Associate Director job description is being developed.

Program Services Committee Report

Tom is recovering from a broken leg so the last meeting was cancelled. He hopes to be at the next meeting.

Resource Development Committee Report

Linda reported that this committee met last week. They are working on the 25th Anniversary celebration. Events are being planned starting with the Derby Festival Parade. Carolyn agreed to help with a float. Other suggested events are a play, movies, the art show, and Ed Roberts Luncheon/Volunteer Luncheon. Gerry Gordon Brown will help with getting a list of staff and board alumni of the Center. Some board members did not receive the summer edition of the newsletter. Beverly will look into this.

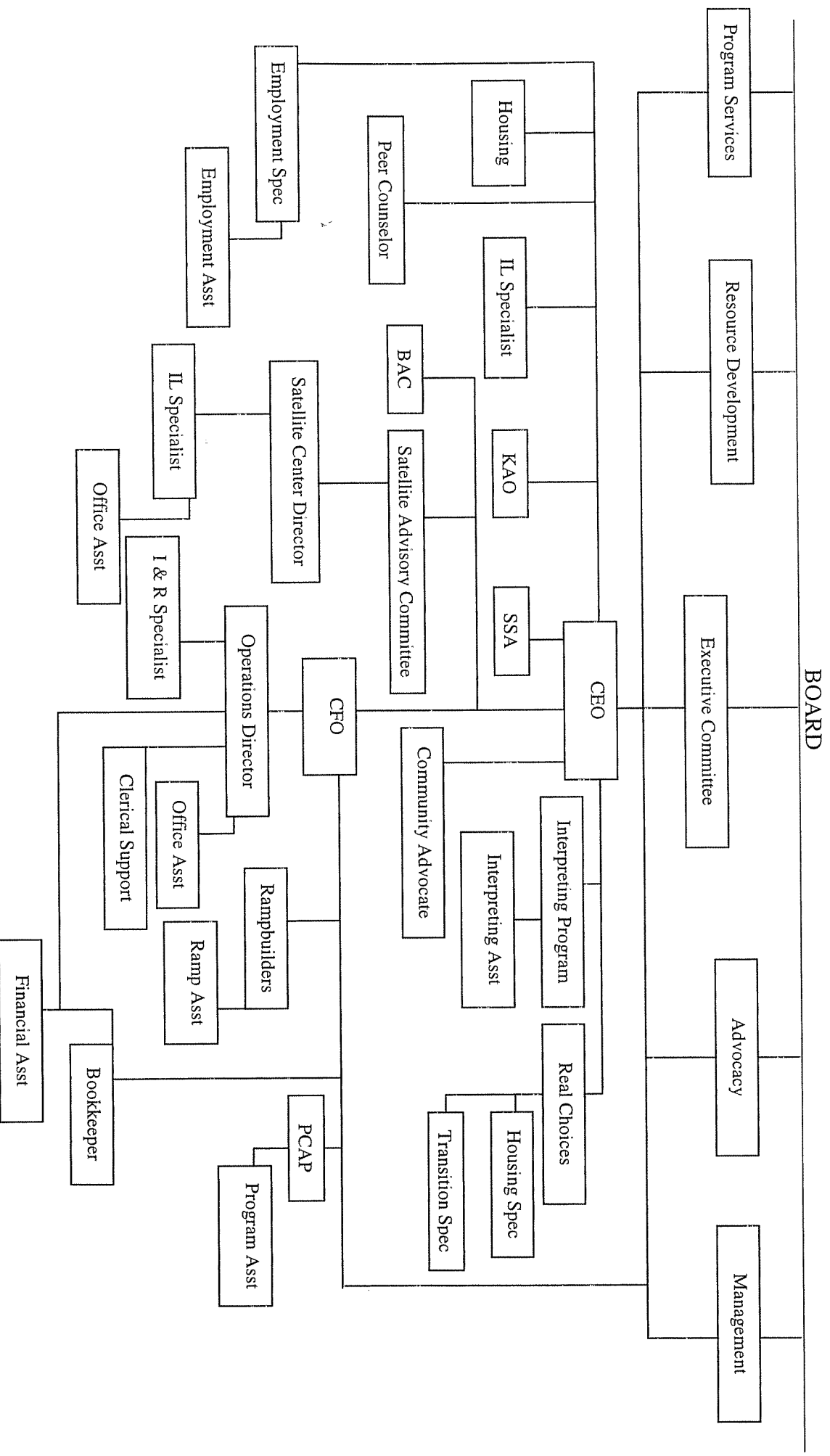
Chief Executive Officer's Report

- ☐ Working on issues that Ruby discussed.
- ☐ Working with Advocates for Restoring Medicaid Services (ARMS)
- ☐ Spending time with staff.
- ☐ A memorial service will be held for Georgia Gillispie.

Meeting Adjourned.

Next Meeting Date—November 1, 2005 at 4:00 p.m.

CENTER FOR ACCESSIBLE LIVING



CENTER FOR ACCESSIBLE LIVING
BOARD OF DIRECTORS
2005

OFFICERS

Keith Frost, President

Keith Frost, Vice President, Management

Tom Stokes- Vice President, Program Services

Linda Givens, Vice President, Resource Development

Mary Jane Williams, Vice President, Advocacy

Barbara Brown
1870 Frankfort Avenue #5
Louisville, KY 40206
894-8428 (H)

Disability Advocate

C. A. Durbin
3717 South 4th Street
PO Box 70465
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599-2808 (H)

Housing Auditor
Human Relations Commission
City of Louisville

Olivia Frederick
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Louisville, KY 40213
574-5075 (W) 969-1914 (H)
574-6886 (F)
omfred@bellsouth.net

Consultant Archivist
Jefferson County Government

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Retired
Insurance Executive

Linda Givens
1806 Sherwood Avenue
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459-6297 (H)

Retired
Educator and Marriage/Family Counselor

Barbara Henchey
Mattingly Center
1520 Baxter Avenue
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bhenchey@mattinglycenter.org

Executive Director
Mattingly Center

Cass Irvin
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367-9569 (H)
DisaCool@aol.com

Executive Director
Access to the Arts, Inc.

Annette Owens
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Disability Advocate

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Disability Advocate

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Disability Advocate

Robert Stuckey
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Outreach Coordinator

Janet Upton
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Louisville, KY 40220
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Retired
Compliance Coordinator
Jefferson County Public Schools

Mary Jane Williams
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Louisville, KY 40218
473-1811 (H)
mjanew@bellsouth.net

Disability Advocate

**EQUAL EMPLOYMENT OPPORTUNITY
AND
AFFIRMATIVE ACTION POLICY
(EEO/AA)**

**CENTER FOR ACCESSIBLE LIVING, INC.
IN THE COMMONWEALTH OF KENTUCKY**

I. PROCEDURES

A. Objectives

The Center for Accessible Living, Inc., ("the Center") through its Board of Directors, affirms its intent and policy to practice equal employment opportunity in all areas of employment practice. The Center further affirms its intent to comply with the letter and spirit of federal, state, and local laws prohibiting discrimination on the basis of race, color, religion, national origin, sex, age, and physical or mental disability.

B. General Policy

The Center shall provide equal opportunity in all areas of its employment practices and shall not discriminate against any person on the grounds of race, color, religion, national origin, sex, age, or physical or mental disability.

This policy extends to recruiting and hiring, working conditions, training programs, promotional opportunities, use of company facilities, and all other terms, conditions, and privileges of Center employment. In order to implement this policy, the Center shall take affirmative action, as outlined below, to employ and advance in employment, qualified minorities, women, and individuals with disabilities, and shall maintain an overall nondiscriminatory posture. Employees found violating the program shall be disciplined accordingly.

C. Dissemination of Policy

The EEO/AA Policy shall be distributed to all employees upon adoption. Employees shall be notified of all amendments or deletions to the policy. The Center shall provide a statement of its nondiscriminatory policy to all job applicants. All advertising for positions with the Center shall include the words "Equal Opportunity Employer."

D. Equal Employment Opportunity Officer

The Center shall designate a Center employee as an Equal Employment Opportunity Officer. The Equal Employment Opportunity Officer duties shall include, but not be limited to, the following:

1. Coordinate the Center's efforts to adhere to the employment practices established in this policy; and
2. Receive and investigate complaints of discrimination and maintain records as to their disposition.

The EEO Officer shall be accountable directly to the Center's Executive Director and Board of Directors, and shall make regular reports of affirmative action activities.

E. Recruitment

1. The Center shall recruit and hire employees in all job classifications without regard to race, color, religion, national origin, sex, age, and physical or mental disability
2. The Center shall place primary emphasis on the recruitment of qualified individuals with disabilities for positions of employment. The Center shall affirmatively recruit individuals with physically and/or mentally disabilities through organizations which serve individuals with physically and/or mentally disabilities, including community agencies, schools, vocational rehabilitation programs, and other organizations.
3. The Center shall maintain continuing contact with agencies and organizations specializing in the referral and/or placement of women, minorities, and individuals with disabilities persons.
4. Employees shall be encouraged to refer women, minorities, and individuals with disabilities persons for employment with the Center.

F. Hiring Process

1. No inquiry regarding race, color, religion, national origin, sex, age, or physical or mental disability shall be made during pre-employment discussions except for the purpose of offering reasonable accommodation during the hiring process.

2. Applications from individuals with identified physically and/or mentally disabilities shall automatically be placed in an Affirmative Action Applicant file, whether or not there are vacancies. This file shall be consulted each time there is a vacancy.
3. Each clearly unqualified applicant with a disability shall be advised of steps necessary to become qualified and/or shall be assisted in finding other employment to the extent possible.

II. QUALIFICATIONS AND TESTS FOR EMPLOYMENT AND PROMOTION

- A. Some job requirements that appear to be fair on the face may not be related to the job for which they are applied, and may have the effect of denying access to employment or promotional opportunities to some individuals in greater proportion than to others. Therefore, the Center shall periodically review requirements for all jobs to determine whether the qualifications have a disparate effect on women, minorities, or individuals with disabilities. If so, the Center shall remove or modify such requirements if not validly related to job performance.
- B. "Life experience" shall be included in all job descriptions as a valid qualification that may substitute for other requirements.
- C. The Center shall not administer any non-performance related tests or use any other employment criteria for promotion or termination which may have a disparate effect on women, minorities, or individuals with disabilities and which have not been established to be job related or necessary for legitimate nondiscriminatory reasons.

III. REASONABLE ACCOMMODATION

The Center shall offer reasonable accommodation to all applicants or employees with physically or mentally disabilities accordingly to law, including but not limited to the following:

- A. The Center shall make reasonable accommodation to the known physical or mental limitations of an otherwise qualified applicant or employee with a disability unless the Center can demonstrate that the accommodation would impose undue hardship on the operation of its program.
- B. Reasonable accommodation may include: 1) making facilities used by employees readily accessible to and by individuals with disabilities, and 2) job restructuring, part-time or modified work schedules, acquisition or modification of equipment or devices, the provision of readers or interpreters, and other similar actions.

- C. In determining whether an accommodation would impose an undue hardship on the operation of the Center's program, the following factors shall be considered:
 - 1. The overall size of the Center's program with respect to the number of employees, number and type of facilities, and size of budget;
 - 2. The composition and structure of the Center's workforce; and
 - 3. The nature and cost of the accommodation needed.
- D. The EEO Officer shall work with job applicants and employees of the Center to assure that reasonable accommodation is offered. Any complaints regarding the lack of reasonable accommodation should be addressed to the EEO Officer.

IV. OTHER PROVISIONS

- A. This policy shall be in full force and effect until superseded or revoked by action of the Center Board of Directors.
- B. The Center Board of Directors shall periodically review the procedures established under this policy and, by majority vote of the Board of Directors, may take such action as is required to modify or amend the policy.

* * *

Approved by Board of Directors: July 26, 1988.



Center for Accessible Living

CONSUMER SATISFACTION SURVEY

1. Center staff were courteous and knowledgeable in the area of service you requested? ☐ Yes ☐ No
2. Services you requested from the Center were located in an accessible location? ☐ Yes ☐ No
3. Center staff returned phone calls in a timely manner? ☐ Yes ☐ No
4. Information was given in a format which I could understand? ☐ Yes ☐ No
5. Center staff explained all paperwork which I received and was asked to sign? ☐ Yes ☐ No
6. My problems were handled in a confidential manner by Center staff? ☐ Yes ☐ No
7. Center staff explained my rights and responsibilities as a consumer of the Center? ☐ Yes ☐ No
8. Center staff explained the programs and services available from the Center? ☐ Yes ☐ No
9. Are all of your needs being adequately addressed? ☐ Yes ☐ No

CENTER SERVICES

Please check all services which you have received from the Center in the past year

Information and Referral _____

Peer Counseling _____

Peer Support Groups _____

Independent Living Skills Training _____

Personal Care Attendant Program _____

Employment Program _____

Rampbuilders Program _____

Systems Advocacy _____

Individual Advocacy _____

COMMENTS

Please return the completed survey to the Center in the enclosed self-addressed, stamped envelope.

Organization Number 0153091
Name CENTER FOR ACCESSIBLE LIVING, INC.
Profit or Non-Profit N - Non-profit
Company Type KCO - Kentucky Corporation
Status A - Active
Standing G - Good
State KY
Organization Date 1/19/1981
Last Annual Report 5/3/2005
Principal Office 305 WEST BROADWAY
SUITE 200
LOUISVILLE, KY 40202-2129
Registered Agent JAN E. DAY
981 E. THIRD ST., STE. 102
LOUISVILLE, KY 40203

Current Officers

Sole Officer Jan E Day
Director KEITH FROST
Director TOM STOKES
Director LINDA GIVENS
Director MARY JANE WILLIAMS

Incorporators and Initial Directors

Director SARA PRATT
Incorporator KATHERINE F. IRVIN
Director KATHERINE F. IRVIN
Director REV. CARL ENOCH
Director JOHNETTE COTTON
Director SUE ENOCH

This organization has no assumed names

Parris, Jenny

From: Lisa Reynolds [lreynolds@calky.org]

Sent: Monday, February 06, 2006 10:13

To: Parris, Jenny

Subject: Application for NDF

Jenny,

Many thanks to you and to Councilman Blackwell for agreeing to provide funds for ramp construction in District 12. Your generosity will allow a person in your district to enter and exit his/her home safely and provide a better life for that individual.

Attached is the updated paperwork. Please let me know if there is anything else you need.

Sincerely,

Lisa L. Reynolds
Rampbuilders Program Manager
Center for Accessible Living
(502) 589-6620
www.calky.org

ASPIRE TO INSPIRE BEFORE YOU EXPIRE!

2/6/2006